

U.S. MISSION, PAKISTAN - CONSULATE GENERAL KARACHI

VACANCY ANNOUNCEMENT NUMBER: 11-186

OPEN TO: All Interested Candidates

OPENING DATE: November 17, 2011

POSITION: **Surveillance Detection Guard**, FSN-4, FP-AA*

CLOSING DATE: November 30, 2011

POSITION NO: K-56113

WORK HOURS: Full-time; 48 hours/week

*Not-Ordinarily Resident: US\$ 24,518 p.a. (Starting salary)

(Position Grade: FP-AA to be confirmed by Washington)

*Ordinarily Resident: Rs.517,374 p.a. (Starting salary)

(Position Grade: FSN-4)

NOTE: ALL ORDINARILY RESIDENT APPLICANTS MUST HAVE THE REQUIRED WORK AND/OR RESIDENCY PERMITS TO BE ELIGIBLE FOR CONSIDERATION.

The U.S. Consulate General in Karachi is seeking an individual for the position of Surveillance Detection Guard in the Regional Security Office.

BASIC FUNCTION OF POSITION:

The incumbent provides security for facilities, employees and family members by performing procedures to detect, recognize and report on security risks to USG facilities and/or personnel and provides support directly or by calling for assistance. Reports to the Security Shift Supervisor, SD Coordinator, and RSO/ARSO.

A copy of the complete position description listing all duties and responsibilities is available in the Human Resources Office.

QUALIFICATIONS REQUIRED:

NOTE: All applicants must address each selection criterion detailed below with specific and comprehensive information supporting each item.

1. **EDUCATION:** Completion of 10 years of education is required.
2. **EXPERIENCE:** At least one year of security or related experience such as previous military, police or security involving observation skills and techniques is required.
3. **LANGUAGE:** Level II (limited knowledge) Speaking/Reading/Writing English and Level III (good working knowledge) Urdu is required. This may be tested.
4. **KNOWLEDGE:** Must be familiar with procedures for conducting and reporting on security incidents and be capable of discerning normal traffic patterns, pedestrian behavior and choke points of access and travel routes.
5. **ABILITIES & SKILLS:** A valid driver's license for cars and motorcycles is required. Must be able to work independently and adapt to changing circumstances without requesting guidance. Must have strong observation skills.

SELECTION PROCESS:

When equally qualified, U.S. Veterans will be given preference. Therefore, it is essential that the candidate address the required qualifications above in the application.

ADDITIONAL SELECTION CRITERIA:

1. Management will consider nepotism/conflict of interest, budget and residency status in determining successful candidacy.
2. Current employees serving a probationary period are not eligible to apply.
3. Current employees with an Overall Summary Rating of Needs Improvement or Unsatisfactory on their most recent Employee Performance Report are not eligible to apply.
4. Applicants for the position must meet the **required** qualifications as advertised in the vacancy announcement.
5. Current employees who have voluntarily reassigned/promoted from one position to another are not eligible to apply for **six months** from the effective date of the reassignment/promotion.
6. Current employees who have received any job-related training are not eligible to apply in another section/agency for **six months** from the effective date of the training.
7. Candidates need to indicate on the Application for Employment if any family member is working in the U.S. Mission, Pakistan and, if so, in which section.
8. U. S. Mission Pakistan will not bear any travel expenses for testing, interviews, pre-employments clearances (if selected) or relocating for joining.

TO APPLY:

Interested applicants must submit their completed [DS-174](#) (Application for Employment as LE Staff) by e-mail submission at HROIslamabad@state.gov. The Vacancy Announcement Number (e.g. 11-46) must be mentioned in the subject line of the email. Applicants can also submit the hard copy on the following mailing address and should clearly mark the position title or/and vacancy announcement number they are applying for on the envelop.

SUBMIT COMPLETED DS-174 TO:

**Human Resources Office, U.S. Embassy Islamabad
P.O. Box 1048, GPO, Islamabad.**

Please include all documentation regarding academic, professional and job related experience certificates/letters with your application. Incomplete applications or submissions received after the closing date will not be considered. Only those candidates meeting all the requirements will be contacted for a test/interview. To review all advertised positions, please visit Embassy website http://islamabad.usembassy.gov/employment_opportunities.html.

DEFINITIONS:

1. Ordinarily Resident (OR): A citizen of the host country or a citizen of another country who has shifted the main residence focus to the host country and has the required work and/or residency permit for employment in country.
2. Not-Ordinarily Resident (NOR): Typically NORs are US citizen EFM's (Eligible Family Members) and family members of FS, GS, and military personnel who are on the travel orders and under Chief of Mission authority, or other personnel having diplomatic privileges and immunities.

CLOSING DATE FOR THIS POSITION: November 30, 2011

U. S. Mission, Pakistan is an equal opportunity employer. All applicants will receive consideration without regard to race, color, religion, gender, national origin, disability, age, sexual orientation, social status, or political ideologies/affiliation.